

FINAL MINUTES
CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
GLENDALE MUNICIPAL OFFICE COMPLEX - ROOM B-3
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA
Thursday, May 19, 2016
6:00 p.m.

MEMBERS PRESENT: Matthew Versluis, Chair
Dorlisa Dvorak, Vice Chair
Sharyn Nesbitt
Dennise Rogers
Denise Flynn
Belinda Allen
Leslee Miele

MEMBERS ABSENT: Mickie Nunez
Ronald Jauregui
Karissa Ann Ramirez
Chuck Jared
Daniel Tapia
Cathy Cheshier

STAFF PRESENT: Gilbert Lopez, Revitalization Manager
Rebecca Daniel, Community Action Program Manager
Erik Strunk, Community Services Director
Elaine Adamczyk, Community Housing Manager
Stephanie Miller, Senior Management Assistant

- I. Call to Order and Introductions
Chair Versluis called the meeting to order at 6:28 p.m.
- II. Roll Call
Chair Versluis conducted Roll Call.
- III. Minutes
Vice Chair Dvorak motioned to approve the April 21, 2016 meeting minutes as written. Committee-member Flynn made the second. The motion passed 7 – 0.
- IV. Business from the Floor
None.
- V. Briefing on Faith House
Mr. Strunk informed the Committee that earlier this month, the City received notice from the Faith House that due to a change in federal Housing and Urban Development (HUD) funding priorities, Faith House will see an approximate funding reduction in the amount of \$500,000. Mr. Strunk noted that as a result, Faith House is in the process of reassessing its current business model. Mr.

Strunk stated that Faith House has been serving victims of domestic violence since the 1970's, been serving Glendale for approximately 45 years, and has been in its current Glendale location for approximately 16 years. Mr. Strunk explained that the federal government has been re-thinking its method for homelessness funding and the government intends to decrease funding for transitional housing and increase its funding focus on emergency shelters. Mr. Strunk noted that Faith House provides transitional housing. The Committee-members were provided with an article from the Arizona Republic regarding the issue. Mr. Strunk noted that there are other valley agencies experiencing a loss of funding.

Mr. Lopez commented that the suddenness of the funding decrease was quite surprising as it was expected to be an incremental decrease in funding. Mr. Lopez stressed that staff has been meeting with the MAG Board and will continue to meet regarding any potential regional and state funding opportunities.

Mr. Lopez introduced the following representatives from A New Leaf: Ms. Kathy DiNolfi, Mr. Michael Hughes, Mr. Tom Hutchinson, and Ms. Cathy Dyciewski.

Ms. DiNolfi noted that A New Leaf became involved with Faith House in 2000. Ms. DiNolfi stated that Faith House expanded into an 80-bed, 20,000 square foot facility, which once built, needed funding from a partner to continue operations. Mr. Hughes noted that Faith House is an important asset to the people it serves and to the City of Glendale. Mr. Hughes explained that the operations of Faith House will be repurposed from a domestic violence shelter to a center serving women and children in crisis, the homeless, victims of crime, and other needy populations. Mr. Hughes explained that clients can stay in transitional housing for up to one year and in emergency housing for up to 120 days. Mr. Hughes commented that due to the funding cuts, from July 2016 through October 2016, Faith House will be approximately \$200,000 short of operational funding needs. Mr. Hughes appreciated any support or outreach to potential funding partners.

Chair Versluis expressed concern that some of the homeless population may not be able to afford the expenses of permanent housing and wondered about the intent of the federal government. Mr. Hughes explained that the federal government would like to see clients put in more of a permanent housing situation with wrap around services as support. Mr. Hughes commented that the suddenness of the funding change has created quite a challenge for Faith House.

Committee-member Nesbit inquired if the agency has reached out to other organizations regarding partnerships for funding and/or placements. Mr. Hughes indicated that they have contacted other organizations such as the Department of Housing, DES, the City of Glendale, the Women's Auxiliary and other many agencies.

Committee-member Flynn inquired about the potential use of Housing 1ST funds, which she heard was being increased. Ms. DiNolfi replied that the agency will utilize Rapid Re-Housing funds via DES for the majority of clients affected. Committee-member Flynn asked if Faith House could move some of the families or people to places which use Housing 1st funds and Ms. DiNolfi replied in the positive. Committee-member Flynn noted, however, that Housing 1st could be a challenge for placements due to the security requirements for domestic violence victims and Ms. DiNolfi agreed. Mr. Hughes commented that the agency thought that there would be 14 months for the funding decrease transition and federal changes; however, they were only given six weeks.

Committee-member Flynn asked if A New Leaf and Faith House have two different boards. Mr. Hughes explained that the two agencies have merged and there is only one board.

Committee-member Allen inquired as to recent fundraising outreach. Mr. Hughes commented on that outreach is being conducted with many agencies, including: the West Valley Advisory Committee and Valley of the Sun United Way. Mr. Hughes also noted that the agency will apply for a VOCA grant, of which the deadline is in July and the money is distributed in October.

Committee-member Allen asked if the agency would be providing in-house services and inquired as to any future partnerships. Ms. DiNolfi replied in the positive, noting that education will be a large part of the plan. Ms. DiNolfi stated that the agency is working on a new partnership with the Phoenix Rescue Mission. Ms. DiNolfi added that the agency has secured a grant from Allstate.

Vice Chair Dvorak suggested outreach to the NFL and local sports teams. Ms. DiNolfi replied that many of the local teams are currently big supporters of Faith House.

Committee-member Flynn commented that a recently announced grant from the Arizona Coyotes opens on June 1st for applications. Committee-member Nesbitt stated that APS or A New Life could be approached for partnerships or possible funding opportunities. Mr. Hughes agreed and noted that the agency has recently reached out to A New Life and currently works with APS. Committee-member Flynn suggested contacting the local police and fire departments for potential support.

Committee-member Miele stated that there is a dire need for homelessness assistance in Glendale and it is a city-wide issue which all city departments need to embrace. Committee-member Miele encouraged the City, Council and Commissioners to take this issue to heart and for all to focus on a resolution.

Mr. Strunk stated that Mr. Lopez will continue working with MAG on the issue. Mr. Strunk encouraged all to contact their Congressional representatives and Council-members regarding the funding decrease. Mr. Strunk added that faith-based communities are extremely supportive as well and asked all to spread the word about needs of the agency at their office or place of business for potential funding opportunities. Mr. Strunk added that Faith House representatives will be speaking at the Neighborhood Alliance Meeting regarding the issue as well. Ms. Daniel announced that the CAP department will be working with Faith House where possible.

Committee-member Flynn noted that some companies provide a dollar match on volunteer hours so volunteers should check with their employers for this potential funding source.

Mr. Lopez stated that MAG is reviewing regional impacts and the state is offering some assistance, however, there is a lot to be done.

Mr. Strunk thanked the representatives from A New Leaf/Faith House for attending the meeting.

VI. Approval of CAP Annual Plan to be submitted to State department of Economic Security for CAP Services FY17

Ms. Daniel presented the CAP Annual Work Plan that includes CAP assurances which are mandated by the Community Services Block Grant Act. Ms. Daniel's presentation included the following information on the CAP Community Action Plan:

- Statement of CSBG Assurances
 - As part of the annual Community Action Plan required by Section 676 of the Community Services Block Grant Act, as amended, (42 U.S. C.9901 et seq.), the chief executive of this Community Action Agency hereby agrees to the Assurances that follow:
 - Support activities that are designed to assist low-income families and individuals, including homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families; [676(b)(1)]
- CAP's Main Focus
 - CAP's primary functions are in four distinct program areas:
 - Community Services
 - Emergency Services
 - Housing Programs
 - Case Management services that target low-income individuals and families within Glendale city limits
- Service Delivery System
 - Intake availability Monday through Thursday. Utility, Rent, and Mortgage programs are accessed by an Education Workshop held every other Monday, depending on funding
 - Homebound/medical accommodations are served on Fridays, depending on case
 - Homeless clients are served Monday – Friday, based on funds and staff availability
 - Non-crisis services are scheduled by telephone depending on staff availability
- To assist in securing and retaining meaningful employment
 - Glendale CAP educates clients about the importance of continuing training and educations related to their potential success on the job or in seeking employment
 - Employment-related skill and development
 - Maricopa Workforce West Valley Center
 - Maricopa Skill Center, DES Job Service
 - Jobing.com, City of Glendale Human Resources, and the Goodwill Career Center
- To assist in attaining adequate education toward improving literacy skills of the low-income families involved
 - CAP provides information about transportation alternatives to help clients get to and from locations that provide literacy programs:
 - Glendale Community College
 - Maricopa Workforce, Maricopa Skill Center
 - Glendale Education Center
- To assist in obtaining and maintaining adequate housing and a suitable living environment
 - CAP routinely offers referrals to other community-based programs that provide services such as:
 - Weatherization: the replacement of inefficient and/or broken utility appliances such as air conditioners/swamp coolers
 - Emergency Home Repair Program
 - Emergency Shelters, Public Housing, and the Section 8 Rental Assistance Program
- CAP has provided emergency assistance to qualified persons for the past 34 years
 - Emergency crisis assistance

- Utility payment assistance
- Utility deposit assistance
- First month move-in rent assistance
- Eviction prevention rent assistance
- Move-in rental deposits
- Prevention of mortgage foreclosure assistance
- Homeless Prevention and Rapid Re-Housing
- Glendale CAP is a leading agency in facilitating and coordinating partnerships with agencies that serve low-income residents
 - CAP hosts an Agency Collaboration Group that meets throughout the year for program updates and events.
 - Cooperating agencies are important partners. Many times clients are assisted with both CAP and faith-based resources to resolve crisis.
 - In FY15-16, CAP and agency collaboration groups provided holiday assistance totaling \$38,708 in direct assistance to low-income families in Glendale. (Annual Resource Fair-Turkey Dinners, Christmas Foot Baskets & Adoptions, and the CAP Annual Holiday Back-Pack event with Santa)
- To establish procedures under which a low-income individual community organization, or religious organization representative of low-income individuals to be adequately represented on the board
 - In 2011, the City of Glendale recognized the need to formalize a Governing Board that included representation from:
 - Elected officials
 - Low-income households
 - Neighborhoods of the geographic areas served by CAP
- To administer the Community Services Block Grant program through a board that fully participates in the development, planning, implementation, and evaluation of the program to serve low-income communities
 - Community Development Advisory Committee
 - An established City Council appointed advisory board that operates as an official city commission to meet all of the DES State board requirements
 - Mandated in order for the City to receive CSBG & LIHEAP funding
- Community Needs Assessment
 - CAP recently completed a Community Needs Assessment to adequately target its funding with respect to programs and services. The information collected was summarized according to the needs and priorities within the Glendale community.
 - Priorities included keeping people in their homes, keeping neighborhoods stabilized, providing emergency home repairs and providing assistance with core needs such as food, utilities, and shelter.
- State of Poverty in Glendale
 - According to the current US Census Bureau:
 - The City of Glendale is the 5th largest city in Arizona.
 - Glendale's current population is 237,517, which is a 4.9% increase from 2010.
 - 28% of Glendale's population is under 18 years old.
 - 9.2% of Glendale's population is over 65 years old.
 - The unemployment rate for Glendale is 5.0% and the median household income is \$46,855.

- Coordination of Funds
 - In FY14-15, CAP served 2,433 families solely in emergency services for Utility, Rent, or Mortgage assistance programs. (1,056 minors, 411 elderly, 1126 disabled)
 - CAP assisted households utilizing the following direct service funds totaling to \$742,922:
 - Low Income Home Energy Assistance Program \$494,178
 - Neighbors Helping Neighbors \$1,280
 - Temporary Assistance to Needy Families and Emergency Food & Shelter Program \$44,974
 - ACAA Utility Programs \$57,345
 - Emergency Solutions Grant/Homeless Prevention & Rapid Rehousing Programs \$37,877
 - Community Development Block Grant Eviction Prevention \$102,633
 - Community Services Block Grant Emergency Homeless Funding \$4,635

Ms. Daniel displayed pictures of the Glendale Annual Family Health and Resource Fair and the CAP Holiday Assistance event.

Committee-member Flynn motioned to approve the CAP Annual Work Plan for FY17 as presented. Vice Chair Dvorak made the second. The motion passed 7 – 0.

Committee-member Flynn thanked Ms. Daniel and the CAP team for all of their hard work.

VII. Approval of State Department of Economic Security Intergovernmental Agreement Amendment No. 4 for Annual Funding for CAP Programs and Services FY17

Ms. Daniel presented a request for approval of Amendment No. 4 to the Intergovernmental Agreement with the Arizona Department of Economic Security (DES). The allocation to the City from DES is \$1,115,567 for the contract period July 1, 2016 to June 30, 2017. Ms. Daniel explained that the original IGA has been in effect since July 1, 2010 when the State of Arizona designated the City of Glendale as an official Community Action Agency, enabling the City to provide direct assistance to low and moderate-income residents. Under the agreement, DES will provide \$1,115,567 in FY16-17 for the provision of CAP services while the City will provide a general fund “match” of \$16,720 and various in-kind contributions such as office space and related utilities. Ms. Daniel noted that of the \$1.1 million, approximately \$600,000 is used for LIHEAP.

Vice Chair Dvorak motioned to approve the Arizona State Department of Economic Security Intergovernmental Agreement Amendment No. 4 for Annual Funding for CAP Programs and Services for FY17. Committee-member Nesbitt made the second. The motion passed 7 – 0.

Ms. Daniel announced that the IGA Addendum will go to Council on May 24th.

VIII. Update on Proposed FY16-17 Budget and City Re-Organization

Mr. Stunk gave a brief update on the FY16-17 Human Services Budget, including several items achieved by CDAC. Also, a proposed re-organization of the current City structure was presented. The presentation included the following highlights:

- FY15-16 Accomplishments
 - New 5-Year Consolidate Plan

- ASU-Morrison School Homelessness Study
- New 5-Year DES Agreement for CAP Services
- HUD High Performer rating for Section Housing Choice Voucher and Conventional Public Housing Programs
- Successful Completion of Public Housing Plan, FY2016-17 CDBG Funding Process, Annual Assessment to DES
- Provision of Services
 - 224 persons received housing assistance from Housing Rehab and New Home Ownership grants
 - 2,000 households directly assisted through Community Action Program with state or federal funds
 - 3,665 persons assisted through Public Housing and Section 8 Programs
 - \$10.1 million in rent subsidy to Glendale landlords
- Budget Overview
 - Total expenses to operate Human Services in FY16-17
 - CAP = \$1.1 million
 - Community Housing = \$15.9 million
 - Community Revitalization = \$6.5 million
 - 40.25 Full-Time Positions
 - 6 Part-Time Contractual Positions
 - Council Discussion on Homelessness
 - Use of HAP Vouchers for Centerline Redevelopment
 - Assessment of Public Housing for Redevelopment
- City Re-Organization
 - A re-organizational chart effective July 1, 2016 was displayed.
 - Library and Arts, Human Services, Neighborhood Revitalization and Community Housing will no longer be grouped with Parks and Recreation, but rather the Community Services Division.
 - Finance and Technology will be one division. There will be more time invested in strategic planning and more measurement of outcomes.
 - All City services will remain the same and the public should not even notice the transition as it is an internal re-organization.

Mr. Strunk also commented on the following:

- A new City Manager has been hired and he will be invited to speak at an upcoming CDAC meeting.
- Mayor and Council truly value the work of citizen committees. The Mayor and Council stressed that issues should continue to come to citizen committees for review and recommendation prior to coming before Council.
- Council inquired about the Homelessness Study and a comprehensive report will be provided to Council in August.
- HAP vouchers can be used to guarantee income to developers to assist them with financial challenges on project-based development. This can incentivize development in the Centerline area.

Committee-member Flynn thought that housing vouchers for projects were not to be centralized. Mr. Strunk explained that a jurisdiction can request project-based or housing-based vouchers. Mr. Lopez added that staff is working on a City of Glendale Housing Study to see if there are areas of

concentration. Chair Versluis commented that the City must be careful not to concentrate areas of vouchers. Mr. Stunk agreed, adding that the City will follow all federal regulations with any developments.

IX. Committee-member Comments and Suggestions

Vice Chair Dvorak inquired about the recent event for persons with disabilities. Ms. Miller replied that the Glendale Empowerment Expo was well-attended and there were a diverse group of vendors. Ms. Miller thanked Committee-member Flynn for attending the event.

Chair Versluis stressed the importance of a meeting quorum and asked Committee-members to contact staff as early as possible prior to a meeting if they are unable to attend.

X. Adjournment

Committee-member Rogers motioned to adjourn the meeting at 8:06 p.m. Vice Chair Dvorak made the second. The motion passed 7 – 0.

Unless otherwise directed, the next regular meeting will be held on June 16, 2016 at 6:00 p.m. at Glendale City Hall, B3, 5850 W. Glendale Avenue, 85301.

Respectfully Submitted,
Denise Kazmierczak